



## Chicago Metropolitan Agency for Planning (CMAP)

### Board Meeting Minutes

January 9, 2019

Offices of the Chicago Metropolitan Agency for Planning (CMAP)  
Cook County Conference Room  
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

**Board Members Present:** Gerald Bennett, Chair-representing southwest Cook County, Rita Athas-representing the City of Chicago, Frank Beal-representing the City of Chicago, Matthew Brolley-representing Kane/Kendall Counties, Al Larson-representing northwest Cook County, John Noak-representing Will County (via tele-conference), Farzin Parang-representing the City of Chicago, Rick Reinbold-representing south suburban Cook County (via tele-conference), Carolyn Schofield-representing McHenry County, Anne Sheahan-representing the City of Chicago, Matthew Walsh-representing west central Cook County, and non-voting member, John Yonan-representing the MPO Policy Committee.

**Staff Present:** Joe Szabo, Melissa Porter, Jesse Elam, Angela Manning-Hardimon, Stephane Phifer, Todd Schmidt, Liz Schuh, Gordon Smith, and Sherry Kane

**Others Present:** Garland and Heather Armstrong-Access Living, Elain Bottomley and Jack Cruikshank-WCGL, John Donovan-FHWA, Scott Hennings-McHenry Council, Bob Heuer-Heuer Network Associates, Daniel Knickelbein-DMMC, Josh Klingenstein-NWMC, Jill Kramer-Jacobs, Kelsey Mulhausen-Southwest Conference, Dan Persky-DMMC, Ryan Peterson-Kane Kendall Council, Leslie Phemister-SSMMA, Michelle Ryan-Metro Strategies, Inc., Jim Savio-Sikich LLP, David Seglin-CDOT, and Troy Simpson-Kane/Kendall Council.

#### 1.0 Call to Order and Introductions

CMAP Board Chair Mayor Bennett called the meeting to order at approximately 9:33 a.m., and asked Board members to introduce themselves.

#### 2.0 Agenda Changes and Announcements

The Board recognized Farzin Parang, its newest member, replacing Marty Oberman, and representing the City of Chicago.

### **3.0 Approval of Minutes**

A motion to approve the minutes of the CMAP Board meeting of November 14, 2018, as presented made by Carolyn Schofield was seconded by Frank Beal, and with all in favor, carried.

### **4.0 Executive Director's Report**

The Local Technical Assistance (LTA) program update was included in the packet, Executive Director Joe Szabo reported. Szabo went on to report that the Diversity and Inclusion Working Group Charter had been finalized, thanking the staff that had served and were instrumental in developing the charter. CMAP will have a new home in the Old Post Office Building at 433 West Van Buren, Szabo went on to say, having signed a 15-year lease that starts September 1, 2020. The space provides a good value for the public that included good access from all corners of the region. Szabo announced the passing of Mayor Tom Weisner (a former CMAP Board member) three-term mayor of Aurora; gave an update on CMAP's dues program (collection of which is at roughly 78%); participation in a territorial review (led and funded by the Organization for Economic Cooperation and Development (OECD)) of Hamburg, Germany; and finally, having joined (along with several suburban mayors and other regional transportation leaders) Mayor Emanuel's press conference calling for an increase in the state's motor fuel tax.

### **5.0 Annual Financial Report for the Year Ended June 30, 2018**

Jim Savio, Partner with Sikich, LLP presented the preliminary Annual Financial Report for the years ended June 30, 2018 and June 30, 2017 and thanked the staff for their assistance during the audit process; they were well prepared and able to meet all key audit deadlines. Savio highlighted the following from the annual financial report as well as the Board communication report. The independent auditors report and the two single audit reports are the only items the auditors are responsible for while management is responsible for the remainder of the report. Savio reported that an unmodified—highest level—opinion was issued. Savio covered a change in accounting principle with the adoption of GASB Statement No. 75, related to postemployment benefits (i.e., retiree health, a liability expense as benefits are earned) and encouraged a read of the Management Discussion and Analysis (MDA), noting that significant trends or changes, including the implementation of GASB 75 are reported in the MDA. Three-year comparative data is also provided. Also covered was The Statement of Net Position (balance sheet) and explained the IMRF asset (versus a liability in 2017 of just under \$1 million) of about \$2 million. More about GASB 75, Savio explained a long-term liability this year (approximately \$169,000) compared to GASB 45 last year (an asset of about \$115,000) and the net position unrestricted (deficit) about 50% less than the prior year. The Statements of Revenues, Expenses, and Changes in Net Position (consistent with prior years) were reviewed along with Statements of Cash Flows (a net increase of approximately \$370,000), required supplementary information--Schedule of Employer Contributions IMRF and SERS, the Employer's Net Pension Asset (showing actual liability, plan fiduciary asset, and net pension liability), for both IMRF and SERS--Budget versus Actual Income Statement, and additional information about Grants activity. Savio reviewed the two reports mentioned early on--Independent Auditor's Report on Internal Controls and Independent Auditor's report on Compliance—and the associated summary report, the Scheduled of Expenditures of Federal Awards (both Major and Non Major

Programs), the Schedule of Findings and Questioned Costs—related to the unmodified report, internal controls, significant deficiency or noncompliance—and related to the federal awards too. Finally, Savio covered the Auditor’s Communication to the Board report that includes the required communication (implementing GASB 75), any audit adjusting entries, as well as past adjusting journal entries—none, the Management Letter, and Status of Prior Year comments.

Both Chairman Mayor Bennett and Executive Director Joe Szabo acknowledged the efforts of and thanked the staff for the continued good work.

A motion by Rita Athas to accept the Annual Financial Report for the Year Ended June 30, 2018, was seconded by Mayor Al Larson. All in favor, the motion carried.

#### **6.0 Procurements and Contract Approvals**

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon presented the following procurements and contract approvals. A contract with TranSmart EJM for a total not-to-exceed amount of \$149,963 to update the Northeastern Illinois Intelligent Transportation System (ITS) Architecture (to support development of the regional ITS system over the next 10-15 years, required when using federal funds). A contract not to exceed \$158,435 with Sam Schwartz Transportation Consultants to update and expand the Northwest Municipal Conference (NWMC) Multimodal Transportation Plan through the Local Technical Assistance (LTA) program. A contract not to exceed \$106,908 with Ratio Architects, as the contractor for the Village of Matteson for a Streetscape Improvement Plan (also an LTA project). A vendor limit increase to The Data Entry Company (TDEC) in the amount of \$272,058.66, for a total grant amount totaling \$512,778.66, to continue the outsourced data entry project for the Illinois Traffic Crash Report for the Illinois Department of Transportation (IDOT). A motion by Frank Beal, seconded by Mayor Al Larson to approve the contract awards as presented, and with all in favor, carried.

#### **7.0 Committee Reports**

Chairman Mayor Bennett reported that the Executive Director had been asked to make a recommendation to the Board regarding CMAP’s working committee membership and meeting schedule for 2019, as well as membership to the new Coordinating Committee comprised of Frank Beal and Farzin Parang (representing the City of Chicago), Mayor Rick Reinbold and Diane Williams (representing south and south suburban Cook County), and Mayors Matt Brolley and Terry Weppler (representing the collar counties). Frank Beal will chair the committee this year. A motion by Carolyn Schofield, to accept the recommendations, approving the membership and meeting schedule for all committees (including the new Coordinating Committee and the newly merged Housing and Land Use Committee) was seconded by Mayor Al Larson. All in favor, the motion carried.

Also considered were the appointments of Mayor Matt Brolley and Frank Beal to represent the CMAP Board on the MPO Policy Committee. A motion by Carolyn Schofield to appoint Mayor Matt Brolley and Frank Beal to serve as CMAP’s representatives to the MPO Policy Committee was seconded by Farzin Parang. All in favor, the motion carried.

## **8.0 Unified Work Program (UWP) Update**

Deputy Executive Director for Finance and Administration, Angela Manning-Hardimon, gave an update on the FY 2020 Unified Work Program (UWP) reporting the following. This year we are anticipating federal funding of \$18.1 million plus a \$4.6 million match for a total of about \$22.7 million, a 1% increase (\$238,103) over FY 2019. The call for projects has incorporated a realignment of regional priorities from ON TO 2050 that include: Planning Work toward Implementation of ON TO 2050 Regionally Significant Projects, Including Supportive Land Use; Local Technical Assistance and the Formation of Collaborative Planning Efforts; Modernization of the Public Transit System; Leveraging the Transportation System to Promote Inclusive Growth; and Harnessing Technology to Improve Travel and Anticipating Future Impacts. The call for projects, Manning-Hardimon continued, was issued on January 2, 2019, with Core and Competitive proposals due on January 30, 2019. The UWP Committee is scheduled to meet on February 13, 2019, to consider presentations, and again on March 13, 2019, to adopt the FY 2020 program. April will see both the Transportation Committee and the Coordinating Committee considering the program for approval, with the CMAP Board and MPO Policy Committee considering approval at their June meetings. The final document will be released in late June.

Chairman Mayor Bennett questioned an increase to the CoGs last year, with Executive Director Joe Szabo responding that while it is a good point that dollars will be tight, the collection of dues at nearly 100%, gave the funding necessary to pass through an increase in the UWP for the CoGs. Szabo went on to say that he has and will continue to solicit the help of the CoGs in the collection of the dues to help fund their programs.

## **9.0 2019 Highway Safety Targets**

CMAP staff Todd Schmidt presented the 2019 Highway Safety Targets for Board approval reporting the following. A memo outlining the highway safety targets was included in the meeting materials, Schmidt went on to say, and each year state DOTs and MPOs are required to establish safety targets as five-year rolling averages on all public roads for the number of fatalities, the rate of fatalities per 100 million vehicle miles traveled (VMT), the number of serious injuries, the rate of serious injuries per 100 million VMT, and the number of non-motorized serious injuries and fatalities. Schmidt explained IDOT's policy driving the 2019 safety targets and reminded the Board that it had agreed to support those targets last year. Schmidt gave examples of how CMAP has incorporated highway safety into its programming decisions and planning work and is currently moving forward with a number of recommendations on how to incorporate highway safety into CMAP's planning activities in this year's work plan. The Regional Transportation Operations Coalition (RTOC) reviewed staff's recommendations favorably, Schmidt continued, and the Transportation Committee approved staff's recommendation to support IDOT's 2019 targets. Given the targets are set annually, CMAP can revisit target selection each year, Schmidt concluded. Following approval by the Board and MPO Policy Committee, staff will inform IDOT that CMAP agrees to support the 2019 statewide safety targets.

A motion by Carolyn Schofield was seconded by Frank Beal to approve the 2019 Highway Safety Targets, as recommended. All in favor, the motion carried.

## 10.0 Expressway Vision Update

Deputy Executive Director for Policy and Programming Jesse Elam gave an update on the Expressway Vision, a study by CMAP and a consulting firm, jointly funded by the Illinois Department of Transportation (IDOT) and the Illinois Tollway to reimagine the expressway system in Northeastern Illinois. Elam described how the study came about and that it was originally intended as source material for ON TO 2050. The financial analysis was not complete in time to do so. The study being wrapped up now is consistent with ON TO 2050, while adding more detail on the topic of expressways. Elam reported that the vision contains the following three themes: 1) modernizing the system—the expressways carry about a quarter of the traffic in the region so a lot of people and commerce depend on it, and parts of it are getting in worse shape each year; 2) making sure the system works for the different needs of its users—that it serves truckers’ needs, that it’s not too much of a barrier to getting around by biking and walking, that it serves transit trips, that it has better safety and environmental performance; and 3) to have a system that is financially sustainable—our business model for part of the system is not financially sustainable. Elam described each theme in detail, its respective challenges, and measures that could be taken to alleviate the challenges. Elam concluded the presentation reporting that staff will be meeting with its governing boards this month followed by meetings with stakeholders, producing an executive summary of in March, followed by a full report late spring or early summer.

Comments and questions raised by members included the following. CMAP has and should continue to educate the public, the governor, and the General Assembly of the needs of the transportation system and details of plans to assist those who make the final decisions. How do other major metropolitan areas handle tolling issues? This is not a unique problem—Houston, Los Angeles, or New York—have the same issues. Elam suggested adding managed lanes and building new toll roads has become more prevalent, although less so for using tolls for major reconstruction because of federal restrictions. The conversation, nationally, is still ongoing Elam continued, and gave examples of I-5 in Portland, Rhode Island, and a couple of other places where the discussion of using tolls to improve the expressway system is happening. Florida is a good example of tolling. What happens with the influx of non-gas cars, modeling the system for the future, so maybe the toll system is the most efficient with MFT revenue continuing to decline? Variable tolling in Dallas really works as is seen in the decrease in congestion. CMAP should explain how it works in other places.

## 11.0 ON TO 2050 Amendment Process

CMAP staff Liz Schuh, turning to the memo in the board materials, reported that sponsors are encouraged to submit projects during the development of the regional plan and that a project is considered regionally significant if the cost of that project is at least \$250 million or if it is excess of \$100 million and changes the capacity on the National Highway System (NHS) or increase bus or rail transit capacities. Schuh explained the process for amending ON TO 2050 that staff would follow, the two evaluations (qualitative and quantitative) that would be completed, the required data and information required of implementers, the two separate processes (for transit or expressways and arterials) to follow, and finally the amendment timetable. Schuh went on to say that two amendment proposals were received from the City of Chicago in November: the O’Hare Express System (partnership between the City of Chicago and the Chicago Infrastructure Trust) and Jackson Park

Mobility and Transportation improvements, and that staff is working on those together moving them forward for public comment beginning January 25 to February 25. The projects are expected to be discussed at the upcoming Transportation Committee meeting and presented to the CMAP Board and MPO Policy Committee in March for approval.

A Board member commented that amending the plan, requires some very thoughtful work and questioned whether if a project is added, must another come out? Schuh responded, not necessarily, although it must be fiscally constrained and the analysis would include what additional revenues, if any, would be necessary. Also, given the 22 week timeline, the amendments having been received in November, and a decision in March? Schuh responded that yes, it is an accelerated process—the City was very quick in the delivery of information that was necessary for the evaluation. The integrity of the process must be honored.

### **12.0 Principles for Sustainable Transportation**

Also presented by Liz Schuh, the Principles for Sustainable Transportation Funding, mirrors a document that was produced after GO TO 2040 was adopted, explaining the revenue recommendations of the plan to help engage legislators and the many organizations that influence transportation funding. The one-pager also builds on the work and recommendations of the Board-Policy Committee subcommittee on transportation revenue as well as the work of staff, the board and the policy committee throughout the planning process. Schuh defined the principles--sustainable, fair, equitable, and flexible—and requested board approval.

A question was raised regarding the tollway's increase in tolls (about 4 years ago) and if there was any analysis of the equitableness on the lower-income population from those increases. Schuh did offer that staff continues to examine this in this year's work plan perhaps through the tax structure, through special programs, through the use of a special transponder, or other options that would reduce the impacts.

A motion by Carolyn Schofield was seconded by Mayor Terry Weppler to approve the Principles for Sustainable Transportation as was presented. All in favor, the motion carried.

### **13.0 State Legislative Update and Draft Federal and State Framework and Agenda**

CMAP staff Gordon Smith presented CMAP's Legislative Framework and State and Federal Agenda material, in draft form, to be considered for approval in February. Material developed annually, Smith went on to say, are revised after the adoption of each plan and this material reflects the 3 principles, 5 chapters, and 14 goals of ON TO 2050. The federal and state agenda are more targeted towards issues that are relevant in Washington and Springfield. Both agenda identify 5 priorities. State level: ensuring reliable access to planning funds, promoting tools for performance-based programming; securing multimodal transportation funding (committing resources to transit); reforming state tax policy and building local capacity; adopting an integrated approach to managing water resources and address urban flooding and protect water supply. Federal level: improving surface transportation, advancing performance-based funding policies, increasing the role of MPOs in programming transportation funds; addressing climate

change and protecting water and natural resources; facilitating data-driven and transparent investment decisions; promoting housing options, targeting assistance to disinvested areas, and coordinated planning; improving education and workforce development.

Asked about agency funding, Smith suggested there's opportunity with the new administration and discussions will be around accessing sustainable revenue for regional planning. Of interest, too, is the position of Secretary at Illinois Department of Transportation who has typically been the vehicle for planning funds to CMAP. Also asked about CMAP support of automated speed limit programs and concerns related to Vehicle Miles Travelled (VMTs) fee programs and the potential for abuse—how supportive does CMAP want to be? Smith explained that the statements are direct from ON TO 2050 and concerns about public privacy can be alleviated with programs that are properly implemented with transparency and accountability.

Smith also gave a brief update on conversations with the transition team, stating that the Governor had appointed about 9 transition committees to inform the new administration and CMAP has taken steps to communicate its transportation principles to the transition committee related to infrastructure as well as the director of the transition teams. Both thanked us for the material and follow up is expected.

#### **14.0 Letter of Credit Documents-Certified Resolution, Collateral Assignment, Consent of Directors, Purchase of Certificate of Deposit, and Disbursement Request and Authorization**

Deputy Executive Director for Finance and Administration, Angela Manning-Hardimon presented documents for Board approval that would allow the Executive Director (or designee) to execute required documents to complete the lease agreement at the Old Post Office. Consent of the board authorizing the Executive Director to negotiate and enter into a letter of credit with the landlord (601 W Company); Certificate of Deposit Account Disclosure that would allow the Executive Director to execute a document for the purchase of a \$1.2 million CD that is required with the Letter of Credit; Certified Resolutions for Local Government Customer that would allow staff to manage the banking relationship with BMO Harris; Collateral Assignment of the Certificate of Deposit (required to use the CD as collateral for the Letter of Credit); and Disbursement Request and Authorization that would grant BMO the authority to draw against the Letter of Credit. A motion by Rita Athas authorizing the Executive Director to execute documents related to a \$1.2 million Certificate of Deposit, Letter of Credit, Line of Credit, and other related documents to facilitate the completion of the lease with the Old Post Office was seconded by Carolyn Schofield. All in favor, the motion carried.

#### **15.0 Other Business**

There was no other business before the CMAP Board.

#### **16.0 Next Meeting**

The Board is scheduled to meet next on February 13, 2019.

### 17.0 Public Comment

Bob Hauer, Hauer & Associates, addressed the board regarding food/farming and regional economies, mentioning that production agriculture in the seven-county region occupies a land mass about five times that of the City of Chicago. This is not rural Illinois, but exurban Chicago. An exurban reinvestment strategy might be to engage the farming sector.

Garland (and Heather) Armstrong, Access Living voiced concerns regarding a no left turn (on a one-way street) at Graceland Avenue and Lee Street near the Des Plaines Metra stop, and advocated for the one-way street to be converted to two-way traffic. The matter should be brought to the attention of the local jurisdiction.

### 18.0 Executive Session

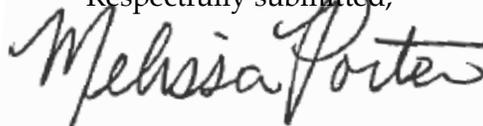
At approximately 11:20 a.m., a motion to adjourn to an Executive Session made by Rita Athas was seconded by Carolyn Schofield, and with all in favor, carried.

At 11:46 a.m., the Closed Session ended with Chairman Mayor Bennett announcing that CMAP's Executive Director had announced his intention to retire this year, that the Board had suggested again retaining the services of an executive search firm to conduct a search for a new Director. A motion by Mayor Al Larson that the Board engage the services of an executive search firm to conduct a search for a new Executive Director was seconded by Carolyn Schofield. All in favor, the motion carried. Chairman would also keep the Board apprised of developments along the way.

### 13.0 Adjournment

At 11:47 a.m., a motion to adjourn by Mayor Al Larson, seconded by Frank Beal, and with all in favor, carried.

Respectfully submitted,

A handwritten signature in black ink that reads "Melissa Porter". The signature is written in a cursive, flowing style.

Melissa Porter, Chief of Staff

01-30-2019

/stk

*Approved as presented by unanimous vote, February 13, 2019*